

# **Draft Recommendation Report Organization:**

## **Cover Letter from Chair Frank Fernandez**

### **I. Executive Summary**

- Recommendation summary (\$400M & \$575M w/ breakdown by category)
- List of Task Force members
- Key considerations

### **II. Task Force/Bond Development Process**

- Council Resolution
- Guiding Principles
- Needs Assessment provided by Staff
- Community Engagement (including statistics)
- Committee Process
- Task Force deliberations

### **III. Task Force Recommendations**

- Recommendation Summary
  - Table of \$400M & \$575M w/ breakdown by category
  - Brief (1-2 paragraph) summary of each category and considerations for recommendations (taken from committee recs as starting point)
- Policy Recommendations (organized by committee/category)
- Project/Program Recommendations by category

(The tables of the recommended projects and programs include the sponsoring department, project or program title, the estimated impact to the operating budget, original needs assessment cost estimate, committee recommendation, and amount recommended by the Task Force for \$400M and \$575M packages.)

- Recommended Affordable Housing Projects/Programs
- Recommended City Facilities Projects/Programs
- Recommended Parks & Open Space Projects/Programs
- Recommended Transportation/Mobility
- Recommended Community-Based Projects

### **IV. Acknowledgements**